

The **Parks and Recreation Board** met Monday, March 18, 2013, 4:30pm, in the Council Chambers. Present at said meeting were Karen Springer, John MacDonald, Aimee Jacobsen and Attorney, Andy Gutwein. Joe Payne, Pennie Ainsworth, Lee Booth, Chris Foley, Brenda Lorenz, Dan Dunten and Cheryl Kolb represented the department. Absent from the meeting were Park Board members, Richard Shockley, Patrick Flannelly, Council President Ann Hunt, Council members Gerald Thomas and Gerry Keen.

Karen convened the Board at 4:31pm.

The first item of the agenda was the approval of the minutes from the February 25, 2013 meeting. Brenda noted a correction was necessary to show she was present at the February 25, 2013 meeting. John motioned to approve the minutes. Aimee seconded the motion, and the motion carried.

Dan clarified information from the February 25, 2013 minutes – the minutes state that benches need to be a minimum of 19” off the ground. This is not correct. According to section 903 of the document ADA and ABA Accessibility Guidelines for Buildings and Facilities, the front of bench seats need to be a minimum of 17” and a maximum of 19” above the ground or floor. It also states that at least 50% of the benches need to meet these specifications.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing

Assistant Superintendent – Pennie reported on the following:

- We will receive \$60,000 in Community Development Block Grant funds to do ADA improvements in our facilities.
- Quotes were received for 700 cubic yards of playground surfacing material and installation. The low quote was received from Miracle Midwest. The total was \$17,349.00.
- Our first Global Fest committee meeting for this year will be on Thursday. We have enough funds from the previous years that we do not have to ask for donations this year. In addition, this year the Fire Department will be involved with Global Fest. They will oversee Emergency Preparedness.

Parks – Lee reported on the following:

- Trail and Playground Inspections are available
- Finished the shutdown of the rink for the season
- Starting to open parks
- Still moving the office to Kalberer Road
- Still getting summer equipment ready

Recreation Report – Chris reported on the following:

- Riverside Skating Center – closed for the season on Sunday, March 3.
- The spring Non-Contact Football Clinic will begin this Monday – Thursday, April 1 – 4 from 4:00-5:30pm. The Football Clinic is for children in grades K-5 that are interested in playing football. The clinic will work on the fundamentals of the game.

- The office staff will be up and running by this Friday afternoon. The phone number and email addresses will remain the same. The new address is 1101 Kalberer Road.
- Summer programs are being scheduled and the brochure is being prepared.
- Applications are being accepted for summer positions.

Morton Center – Brenda reported on the following:

- WALLA began their classes today. They have another record enrollment this semester, with 245 people registered.
- Joel Roberts with 106.7 K-Love radio station came and did an interview with me about Morton. It is a public service the radio station does and should be broadcast on a Sunday evening. He said he would email me with the date it would air.
- Daniel Schuster, a Purdue Professor, brought a group of engineering students to Morton to look at the boilers and HVAC units at Morton. They are going to put together some recommendations for improving efficiency.

Stewardship Manager – Dan reported on the following:

- Celery Bog Nature Area Prescribed Burn – Friday, the weather conditions were finally right so that we could burn about seven acres at the Nature Area. With the excellent help of the West Lafayette Fire Department, this took about 2 ½ hours. The burning of this area helps remove the dead plant material that has fallen to the ground, which will open up the area and allow more wildflowers to come up. We had good newspaper and television coverage of the event.
- Wednesday's In the Wild – These are nature-related programs, workshops and field trips, designed to educate the public on a variety of topics. We have a group of individuals (including John) that helps plan the programs for the year. They run every Wednesday from early January through late November and this is the 12th year for these programs.

Old Business

New Community School

Brenda reminded the board of Virgil Smith's visit to the Park Board meeting last month, requesting use of the basketball courts at Tommy Johnston Park for their organization's Amazing Race event on June 1. Mr. Smith expressed interest in using space at Morton Community Center for one of the Amazing Race events on June 1 until 7:00 or 8:00pm. Brenda pointed out Morton Community Center is on their summer hours schedule at that time and would only be open until 1:00pm. Use of the building for the time suggested would require additional staffing. Brenda noted Mr. Smith was unable to attend today's meeting, but she was able to meet with him this afternoon. Brenda suggested using an outdoor area for the event, one that would not require Morton to be open past 1:00pm and would not require additional staffing. Mr. Smith was going to take the idea back to his committee, seeming to think the idea would work, and he will get back to us.

Cash Change/Petty Cash Fund Request

Chris presented the annual request to establish Cash Change Funds and a Petty Cash Fund for the following summer programing:

- 1) Establish Cash Change Fund for the Morton Dance Recital for \$200.00 from the Non-reverting Operating Fund to revert back no later than November 29, 2013.
 - 2) Establish Cash Change Fund for the Municipal Pool for \$150.00 from the Nonreverting Operating Fund to revert back no later than November 29, 2013.
 - 3) Establish Petty Cash Fund for the Playground Program for \$150.00 from the Nonreverting Operating Fund to revert back no later than November 29, 2013.
- Aimee motioned to approve the request for all funds as presented. John seconded the motion, and the motion carried.

New Business

Tai Chi Day

Brenda introduced Kenneth Olglesby who is with the Lafayette Chinese Martial Arts Society. Brenda reported he is organizing a World Tai Chi Day on April 27 and would like to use Tapawingo Park from 9:30am – 12:00pm for the event. Kenneth provided a brief overview of the event that has been taking place for the past decade. He is requesting for all fees to be waived since this is a non-profit event. He will assume full responsibility as caretaker of the restroom facility at Riverside Skating Center so that we do not have to provide staff for the event. Discussion followed. Aimee motioned the fees be waived, asking that he be sure to invite other instructors within the community, along with our Morton instructors, to attend the event and to provide promotional information for the event so that it can be published on the City's website. John seconded the motion, and the motion carried.

Pool & Rink Fees Proposal

Pennie presented proposed pool rate increases. The increases are as follows:

- 1) We are proposing to raise all single admissions by \$0.50 making them:
Adults (16 & up) \$4.00, up from \$3.50, Child (5-15) \$3.50, up from \$3.00, 2 & under Free, changed from 4 & under Free (see next item for explanation).
 - 2) We are proposing lowering the admission age to 3 years of age, from the current 4 years of age. This would match the eligible age of 3 years required for group swim lessons. Free admission would then be for 2 & under, rather than the current 4 & under age.
 - 3) Pool passes would increase also.
 - a) A Family pass would increase to \$165.00, from the current \$145.00. Family passes currently cover up to six members of an immediate family. We are proposing to lower the number covered to five members of an immediate family.
 - b) An Adult pass would increase to \$80.00, from the current \$70.00 fee.
 - c) A Child pass would increase to \$70.00, from the current \$60.00 fee.
 - d) A Lap pass would increase to \$75.00, from the current \$65.00 fee.
 - e) An Additional Family Member pass would increase to \$25.00, from the current \$15.00 fee.
 - 4) We are also proposing to increase the Private Pool Rental fee (covers a two-hour time block) to \$200.00 for weekday rentals and \$225.00 for weekend rentals.
- Discussion followed. Pennie noted there has not been a rate increase since 2009.

Next, Pennie presented proposed rink rate increases. The increases are as follows:

- 1) We are proposing to raise the Admission fee to \$5.00, from the current rate of \$4.00.

- 2) We are proposing to raise the Skate Rental fee to \$3.00, from the current rate of \$2.00.
- 3) We are proposing to raise the Skate Sharpening fee to \$7.00, from the current rate of \$6.00.
- 4) We are proposing to raise the Private Rental rate to \$210.00 for weekday rentals and \$235.00 for weekend rentals (covers a two-hour time block), from the current rate of \$185.00.
- 5) We are proposing to change the available Punch Card to a Family Punch Card. We had multiple purchases of the card this year for groups, prior to coming in, and we would like to discourage the use of the card in this way, which is why we are proposing the change to a Family Punch Card. Discussion followed. Chris noted we have not raised our rates since accepting credit cards at the facility. The fees incurred for accepting credit cards is quite an expense to the department, and the fees vary from card to card.

Aimee motioned to approve the rate increases for the Pool and the Rink as presented. John seconded the motion, and the motion carried.

Art on the Wabash Proposal

Joe presented information and a graphic of the logo that is to be painted on the bridge abutment. The committee is requesting to paint the logo and the annual date of the event. Discussion followed. Aimee motioned to approve the request to paint the logo and the date as presented. John seconded the motion, and the motion carried. The motion was amended to allow the committee to paint the logo and the date on the bridge for the 2013 & 2014 events, with the board revisiting the item after those years' events. Aimee motioned to approve the amendment. John seconded, and the motion carried.

Joe mentioned that sometime this fall, or next year, all of the Myers Pedestrian Bridge and the Riehle Plaza Bridge (bridge that goes over the railroad tracks) are going to be re-done. There will still be access through the lower part of Tapawingo Park. There will be a lot of work taking place.

West Lafayette School Board – Karen reported the following:

- This year they are forming a broad-based community group to look at putting together a five-year strategic facilities plan that will look at aging facilities. The information will be posted on the new website in April. If anyone from the Parks department is interested in being part of the group, please let Karen know.

Wabash River

- Joe noted there hasn't been a board meeting since our last meeting. The DeTrash the Wabash has been set for April 20, 2013.

Other

Blessed Sacrament

Pennie requested renewal of the agreement with Blessed Sacrament for our use of their softball field for our softball program. Pennie noted the Use Agreement has been

revised to allow automatic renewal, unless one party provides written notice to the other party not to renew between January 1 and February 1 of any given year. A Certificate of Liability has been provided. Aimee motioned to approve the revised agreement as presented. John seconded the motion, and the motion carried.

A/C Usage for Morton Multipurpose Room

Brenda presented information regarding use of air conditioning in the Multipurpose room. INTAC did a study showing the electrical use at \$8.36/hour. Factoring in usage, maintenance, repairs, etc., the usage would be equivalent to \$11.12/hour. Discussion followed. Aimee motioned to approve increasing the Air Conditioning rate to \$12.00/hour for Morton Community Center's Multipurpose room. John seconded the motion, and the motion carried.

Pay Claims

John motioned for claims to be paid. Aimee seconded the motion, and the motion carried.

Joe reported the move of the office is happening this week, noting we hope to be up and running by the first of the month, April.

Karen asked Joe about the memo that was sent regarding City Hall at Morton. Discussion followed.

Adjourn

Aimee motioned to adjourn the meeting. John seconded the motion, and the meeting adjourned at 5:29 pm.

Presiding Officer

Secretary